

Name of Applicant: \_\_\_\_\_

Name of Contact: \_\_\_\_\_ Mr / Mrs / Miss / Ms (please delete)

Address of Contact: \_\_\_\_\_

Telephone: Daytime: \_\_\_\_\_ Email: \_\_\_\_\_

Amount of Grant sought from this Charity: £ \_\_\_\_\_

Give FULL description of the purposes for which the grant will be used:

Please list all other applications made for funding from other agencies including the amount sought, the date of application to each agency and the outcome (if known).

I confirm that these details are correct and that if approved the grant will be applied for the purposes above and that I have read the attached Privacy Notice and consent to the Council processing my personal information in accordance with the Privacy Notice

Signed \_\_\_\_\_

Date: \_\_\_\_\_

**PLEASE READ THE NOTES ATTACHED TO THIS FORM**

## NOTES

- 1 Belper Town Council manages and administers the Herbert Strutt Charity through the Herbert Strutt Charity Committee.
- 2 The annual Net Income of the Charity is distributed by the Committee in accordance with these Grant Conditions.
- 3 The distributions shall be for the General Benefit of the Inhabitants of Belper Parish in the following ways
  - 5.3.1.1 The relief of the aged, impotent and poor
  - 5.2.1.2 The relief of distress and sickness
  - 5.2.1.3 In such other ways as the Committee thinks fit
- 4 To apply for a Grant the application form must be completed **IN FULL** giving as much detail about the proposal as possible. A separate sheet may be attached. A third party from an approved organisation can complete this form on your behalf.  
Approved organisations are Derbyshire County Council, Amber Valley Borough Council, Hope for Belper Food Bank, Derbyshire Unemployed Workers Centre and any local School.
- 5 Completed application forms should be marked 'Herbert Strutt Charity' and returned to the Town Clerk, Belper Town Council, The Butts, Belper, Derbyshire DE56 1HX or emailed to [clerk@belpertowncouncil.gov.uk](mailto:clerk@belpertowncouncil.gov.uk). Applications from individuals will be dealt with in the strictest confidence. An individual by making an application consents to the application being copied to the members of the Herbert Strutt Charity Committee.
- 6 The Town Clerk has delegated power to review applications, request further information and give advice. In addition, the Town Clerk has power to consider an application as urgent and arrange an Urgent meeting of the Committee to consider the application.
- 7 The Clerk will refer applications to the Committee for decision. Applicants will be notified of the date and time of the meeting. Applications from individuals will be considered in the Confidential section of the meeting and the press and public will be excluded for these deliberations. The decision will normally be made known to the Applicant in writing within seven days.
- 8 The Committee will not normally
  - give more than one grant in any two year period to the same individual
  - award a grant to be used toward the relief of costs or expenses arising from credit or a debt
  - award a grant where other sources of funding have not been tried or exhausted